



ATTENDING

Mayor Jeff Cantwell, Deputy Mayor Carl Oldham, Councillor Mercedes Brian, Councillor Wendy Donovan, Councillor Wendy Elliott, Councillor Jodi MacKay, Councillor Oonagh Proudfoot, Chief Administrative Officer Erin Beaudin, and Recording Secretary Dan Stovel

ALSO ATTENDING

Director Finance Mike MacLean, Director Community Development Chrystal Fuller, Manager of Economic Development Marianne Gates, Planner Colin Simic, and interested members of the public

CALL TO ORDER

Chair called the Committee of the Whole meeting to order at 8:31 am

1. AGENDA APPROVAL

01-05-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED

Amendments:

- Agenda item 6a – Wolfville Library Discussion combined with Agenda item 3a – Presentation (Wolfville Library Needs Assessment)

THE AGENDA WAS APPROVED WITH THE ABOVE NOTED AMENDMENTS

CARRIED

2. APPROVAL OF MINUTES

a. 02-05-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF APRIL 4, 2017 BE APPROVED AS CIRCULATED

Amendments:

- Page 1 – Presentation 3a amend “Wolfville Rotary Club” to read “Mud Creek Rotary Club”

THE MINUTES WERE APPROVED WITH THE ABOVE NOTED AMENDMENTS

CARRIED

3. PRESENTATIONS:

a. Wolfville Library Discussion, Director Community Development

- Libraries serve many functions within a municipality
 - Community Builders
 - Community Centres for Diverse Populations
 - Centres for the Arts
 - Universities
 - “People’s university.”
 - Champions of Youth
- Libraries help revitalize struggling or depressed neighbourhoods and downtowns

Wolfville Library Needs Assessment, Ann-Marie Mathieu and Janet Ness

- An overview of the Wolfville Needs Assessment was provided to Council
- The [Annapolis Valley Regional Library](#) – Wolfville Needs Assessment Report incorporates the most current public library service standards, as they pertain to the physical building, and serves as a starting point in discussions on the future of the Wolfville Library
- There are many ways in which the needs of Wolfville could be met through the library



Key questions presented to Council:

- What role do we want the library to play in our community? Creative hub/district
- Where is the best location from which to do that?
- What do our residents/library patrons want?
- What are the costs?
- Who are our partners and what do they want? What can they contribute?

Council Comments/Questions:

- If Wolfville had a truly contemporary modern library, it would be expected that many users from outside the region would make use of the facilities as a regional library
- A library can't just be space – it must also be programming. What changes are seen that would have greater emphasis on the roles that the library could have? The library would have dedicated space and staff to support programming
- What can Council, or the library, or Community staff do, to get that ground swell of interest? A real challenge that can be helped through AVRL coordination and consultation
- Pleased to hear that the library will take an initial leadership role

Next steps:

- Council consider the information presented
- Creative district/hub will be a discussion point in the MPS review by PAC
- Staff will suggest a Council process for library decision
- Staff will circulate reading material to Council

9:26am Chair called a 10 minute break

9:42am Chair reconvened Committee of the Whole meeting

4. CAO REPORT:

The CAO's report was presented to Council as part of the Agenda Package

CAO highlighted the following issues from the report:

- The Town was not able to get a candidate for Apple Blossom Festival but we are still doing the parade with Council representation on the Float
- A Memorandum of Understanding (MOU) has been signed with Acadia for the University to provide summer camps
- Some questions have been put forward with regard to street line marking and contract has been awarded for having the painting completed by end-May
- Mona Parsons statue will be unveiled on Friday, May 5th and a Temporary Agreement is in place with Canada Post for installation of the statue
- The Town has received results of the EMO NS Emergency Management Evaluation, receiving a score of 76/100 which is a good ranking, and more details will be provided in June
- The Provincial Report on Accountability and Transparency has been released (see [Agenda item 6e](#))



5. COMMITTEE REPORTS

a. EXTERNAL

(1). [VALLEY WASTE RESOURCE MANAGEMENT \(VWRM\)](#), Councillor Wendy Elliott

- The Valley Region Solid Waste-Resource Management Authority met on April 19th in keeping with the normal meeting schedule
- The Draft 2017-2018 Operating and Capital Budgets, as approved by the Authority, has been passed by several of the partners, while other partner units have (also or exclusively) approved an operating plan for the Authority based on the 2016-2017 budget. The latter option (approving last year's budget for current fiscal year) was not put before the Authority for its approval before going before partner Councils
- The annual Spring Clean-Up is underway and Wolfville is scheduled for May 3rd

(2). [KINGS TRANSIT AUTHORITY \(KTA\)](#), Councillor Mercedes Brian

- The Kings Transit Authority (KTA) held its regular Board Meeting on April 26, 2017.
- Kings Transit Offering a New Pass - Students will be able to take full advantage of the many opportunities available during the summer months – students ages 12-18 can purchase a \$30 unlimited summer travel pass offered by Kings Transit. Passes will be effective from July 1 to August 31 annually and passes are expected to go on sale mid-June.
- Transit Education Program comes to an end - For the past 8 months Kings Transit has offered travel training for older adults living along the Authority's service corridor. The program caught the attention of many and it has raised awareness of Kings Transit Authority's service, not only by older adults living in the Annapolis Valley, but also among local Councils, village commissions, organized groups, as well as senior safety coordinators and recreation department staff within local communities
- The next regularly scheduled meeting of the KTA Board is May 24, 2017

(3). [VALLEY COMMUNITY FIBRE NETWORK \(VCFN\)](#), Mayor Jeff Cantwell

- Nothing significant to report

9:48am Councillor Mercedes Brian returned to Committee of the Whole Meeting

(4). [ANNAPOLIS VALLEY TRAILS COALITION \(AVTC\)](#), Councillor Jodi MacKay

- Progress is being made on the corridor from Grand Pre to Annapolis Royal.
- The Canada 150 fund granted the Coalition funds to do 4 "Grand Openings". There will be a ribbon cutting, BBQ and celebration in 4 locations. Wolfville has been chosen as one - and it is tentatively slated for July 8th weekend
- No response received from Kentville Council yet with regard to remaining with the AVTC

(5). [WOLFVILLE BUSINESS DEVELOPMENT CORPORATION \(WBDC\)](#), Councillor Wendy Donovan

- The WBDC Board of Directors met on Wednesday, April 19th
- Business items included update on promotions and communications including a draft social media handbook for businesses, "Pink Bench" Promotion, Heart and Stroke downtown walking program and map, and springtime spruce up



- WBDC and Town of Wolfville Staff have applied for and received a grant for a “Heart and Stroke Downtown Walking program that will roll out this summer. The program will focus on things to see, and walk to, in the downtown
- In the past, there has been a differential WBDC rate for those inside and those outside the core business area. Concern expressed at a meeting of the Executive over the belief that there are operations in town are in fact paying the same commercial tax rate for accommodation use
 - Staff will follow-up with [Property Valuation Services Corporation](#) (PVSC) to see if they have adequately picked up that which is to be assessed commercially
 - Staff highlighted that all building permits are submitted to PVSC for the setting of tax assessments. PVSC is aware of all legally permitted businesses in the Town of Wolfville

(6). [RACE RELATIONS AND ANTI-DISCRIMINATION COMMITTEE \(RRADC\)](#), Councillor Oonagh Proudfoot

- Committee meetings are held on the first Monday of every month
- Composition of the Committee was reviewed and it was decided that one representative from each of the Towns should be a Councillor
- A work plan was reviewed for the Committee
- Name Change considered for the Committee for two reasons: first the Committee is not just focussed on Race Relations and second, with the Anti-Discrimination title, the Committee wants to focus more on the positive examples of inclusion and diversity
- Looking at the Committee acting as an Advisory Group to help other organizations think about our diverse community through the review of promotional material

(7). GRAND PRÉ MARSH BODY

- The Annual General Meeting of the Grand Pré Marsh Body was held on April 18th at the Lions Hall in Wolfville
- The meeting reviewed the improvement and maintenance initiative of the last year and discussed additional work for the upcoming year
- There was a discussion of how to sign the dyke lands and safety implications of people walking and biking on the lands
- Traditionally, Town of Wolfville staff have been members on the Grand Pré Marsh Body

03-05-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPOINT COUNCILLOR ELLIOTT TO THE GRAND PRÉ MARSH BODY EFFECTIVE MAY 16, 2017

CARRIED

b. INTERNAL

(1). [PLANNING ADVISORY COMMITTEE \(PAC\)](#), Deputy Mayor Carl Oldham

- The Planning Advisory Committee met on April 19th
- Key issues discussed included:
 - Development Agreement – 21 Linden Avenue
 - Municipal Heritage Application – 450 Main Street
 - Dalhousie Student Presentation – “Accessible Wolfville”
- The next meeting of the PAC is scheduled for Wednesday, May 17th



i. RFD 026-2017: 21 LINDEN AVENUE DEVELOPMENT AGREEMENT

04-05-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL REFER THE DRAFT DEVELOPMENT AGREEMENT FOR 21 LINDEN AVENUE TO A PUBLIC HEARING ON JUNE 20, 2017

CARRIED

ii. RFD 027-2017: 450 MAIN STREET – MUNICIPAL HERITAGE REGISTRATION

05-05-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL GIVE NOTICE OF RECOMMENDATION TO REGISTER THE PROPERTY OF ACADIA CINEMA CO-OP LTD & JUST US COFFEE ROASTER CO-OP LTD AT 450 MAIN STREET AS A MUNICIPAL HERITAGE PROPERTY AND FORWARD THE APPLICATION TO A PUBLIC HEARING ON JUNE 20, 2017

CARRIED

(2). [ENVIRONMENTAL SUSTAINABILITY COMMITTEE](#) (ESC), Councillor Mercedes Brian

- The Environmental Sustainability Committee met on May 1, 2017
- Issues discussed included:
 - Committee work plan
 - Ecology Action Centre – Sea-Level Rising Workshop
 - The Natural Step
- The next meeting of the Environmental Sustainability Committee is scheduled for July 10, 2017

6. STAFF REPORTS FOR DISCUSSION:

a. WOLFVILLE LIBRARY DISCUSSION

- See [Agenda item 3a](#)

b. RFD 028-2017: TOWN UTILIZATION OF RCMP SPACE

- One of the initiatives identified for 2017-18 was for staff to “work with the RCMP to determine options for town use and maximization of the existing RCMP Space at Town Hall in both the short- and long-terms”
- This supports Council’s strategic direction of maximizing the Town’s infrastructure investments by creating efficiencies and utilization of Town-owned buildings
- Communication with the community will be critical
- Key elements of the communications plan include:
 - Involving RCMP Advisory Board members in having conversations in the community;
 - Conducting an open house in May;
 - Conducting one (or more if required) pop up sessions;
 - Developing an FAQ for circulation online and through more traditional means
- Next steps and timing:
 - If approved, staff could be relocated as early as August/September 2017, although it is important that the process not be rushed;
 - To ensure an opportunity for solid feedback and dialogue on this issue, a supplementary Request for Decision (RFD) will be provided to Council at the June Council meeting with additional details on feedback received and anticipated costs associated with the move



06-05-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL AUTHORIZE STAFF TO CONTINUE TO EXPLORE POSSIBLE OCCUPATION BY COMMUNITY DEVELOPMENT AND PLANNING OF THE SPACE CURRENTLY OCCUPIED BY THE RCMP

CARRIED

c. RFD 030-2017: ECONOMIC DEVELOPMENT - WBDC FUNDING POLICY 710-004

07-05-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE POLICY 710-004, WBDC FUNDING POLICY

CARRIED

08-05-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL DIRECT STAFF TO ENTER INTO A FOUR-YEAR FUNDING AGREEMENT WITH THE WOLFVILLE BUSINESS DEVELOPMENT CORPORATION ENDING MARCH 31, 2021

CARRIED

d. RFD 031-2017: TEMPORARY BORROWING RESOLUTION 2017/18 CAPITAL PROGRAM

09-05-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE COMMITTEE OF THE WHOLE FORWARD THE FOLLOWING MOTION TO COUNCIL FOR DECISION: THAT COUNCIL APPROVE THE ATTACHED TEMPORARY BORROWING RESOLUTIONS:

• TBR #17/18-01 Various purposes Town	\$ 864,750
Water Distribution	<u>270,000</u>
Total Borrowing	<u>\$1,134,750</u>

TO COVER LOAN FACILITIES WITH THE BANK OF MONTREAL UNTIL SUCH TIME AS THE SHORT-TERM LOANS ARE REPLACED WITH DEBENTURE BORROWINGS AS PER THE 2017/18 TOWN CAPITAL BUDGET, TEN YEAR CAPITAL INVESTMENT PLAN (CIP), WATER UTILITY BUDGET, AND TOWN CAPITAL ASSET FUNDING POLICY

CARRIED

e. INFORMATION REPORT: JOINT MUNICIPAL ACCOUNTABILITY AND TRANSPARENCY COMMITTEE

- In December 2016, a [committee was established](#) to:
 - Ensure mechanisms in place supporting transparency & accountability to the public;
 - Strengthen municipal government expense policies;
 - Increase transparency to the public of municipal staff and elected official expenses;
 - Improve audit function on staff and elected official expenses; and
 - Recommend amendments to the MGA where applicable
- Membership on the Committee included representatives from the province, UNSM, and AMANS. The formation and mandate of the Committee grew out of concerns related to issues highlighted by the media earlier in the year with regard to local government spending largely related to conferences, meals, travel and entertainment expenses
- The Committee has concluded its mandate and submitted its [Report, dated March 30, 2017](#), to the Deputy Minister of Municipal Affairs

f. INFORMATION REPORT: [COMMUNITY PARTNERSHIP PROGRAM \(CPP\) GRANTS](#)

- The Town's grants program is available to community groups that organize or operate programs or events in the Town of Wolfville



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- The Community Partnership Program (CPP) aims to enhance the vibrancy of our town by supporting organizations whose programs and events benefit the community by promoting active living and exploration of the past to enrich the lives of community members
 - The maximum amount available through this program is \$2,000 per fiscal year

g. INFORMATION REPORT: RAIL TRAIL – HARVEST MOON TRAIL

- The Harvest Moon Trail is a 115 km recreational trail on or beside the railway line, and is book-ended by the historic National Parks, of Grand Pre and Annapolis Royal. It is supported by The Annapolis Valley Trails Coalition (AVTC) comprised of multi-use trail user groups and land owners/managers (including municipalities)
- The Town of Wolfville has supported the development of the Trail through its participation and leadership of the AVTC and through the collaboration with the County of Kings on the portion of the trail between Cherry Lane west into Greenwich
- The last stretch of undeveloped trail is located between Waterfront Park in Wolfville and the Grand Pre-National Historic Site. Currently, the Town is negotiating a lease for the portion of the trail between Waterfront Park and the eastern Town Boundary and Kings County is doing the same for the lands within the County

7. QUESTION PERIOD

- The issue of parking within the Town of Wolfville raised by Deputy Mayor Oldham – three-hour parking in the core area needs to be examined with the possibility of looking at permit parking and paid parking in the downtown core
Staff is developing a Project Charter for Parking that will come to Committee of the Whole in June

8. REGULAR MEETING ADJOURNED

10-05-17 IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING OF COMMITTEE OF THE WHOLE BE ADJOURNED AT 12:04 PM **CARRIED**

Approved by Committee of the Whole Motion 02-06-17, June 6, 2017

As recorded by Dan Stovel, AA Corporate Services/Town Clerk